

Sale Ready Prospective Buyer Check List



For Seller Paid Sale Ready Packs

At booking a viewing:

- ☐ **Confirm that the property benefits from a Sale Ready Pack.**
- ☐ **Confirm that the seller will pay for the pack.**
Confirm that they understand that, if they proceed, they will receive the Sale Ready Pack, and that this includes documents their Conveyancer can use to get a head start on the sale and that the seller will pay for this pack.
- ☐ **Do they have a Conveyancer?**
If not, you can quote through the movebutler prospective client function.
This is a great opportunity to see if they have a conveyancer. If they don't have one you can provide them with a quote through the prospective client function.

At offer stage:

- ☐ **Confirm the Process.**
Make sure you have verbally reconfirmed they understand the process.
- ☐ **If they have a Conveyancer, ask if you can send them details.**
If the client has their own Conveyancer, check with them if they'd like you to send the Sale Ready Explainer to the Conveyancer before agreeing a sale. If yes, send the '*Legal Pack explained - FAQs for buyers and their Solicitors*' PDF.

Any questions? Email movebutlersales@iamproperty.com

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